



# *Alan C. Young & Associates, P.C.*

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

## GENERAL SERVICES ADMINISTRATION

### Federal Supply Service

#### Authorized Federal Supply Schedule Price List

- 1. Federal Supply Group:** 520
- Contract Number(s):** GS23F0005Y, GS23F0006Y
- Contract Period:** December 7, 2011 through December 6, 2016
- Contractor:** Alan C. Young & Associates, P.C.  
7310 Woodward Ave., Suite 740  
Detroit MI 48202  
Telephone: (313) 873-7500  
Fax: (313) 873-7502  
[www.alancyoung.com](http://www.alancyoung.com)
- Contract Administrator:** Mamie Greene  
Email: [mgreene@alancyoung.com](mailto:mgreene@alancyoung.com)  
Telephone: (313) 873-7500 ext. 0226
- Business Size:** Small
- 1a. Awarded Sins:** Under GS23F0005Y
- 520-7 Financial Performance Audits**  
**520-8 Complementary Audit Services**  
**520-9 Recovery Audit Services**  
**520-11 Accounting**  
**520-12 Budgeting**
- 1a. Awarded Sins:** Under GS23F0006Y
- 520-10 Transportation Audits**

This GSA Federal Supply Schedule is a multiple award schedule. On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: [GSA Advantage.gov](http://GSA Advantage.gov).

**1b.** Prices shown herein are net (discount deducted).

The following pricing shall apply under SIN 520-7 Financial Performance Audits

1.	<b>Labor Category</b>	<b>12/07/11</b>	<b>12/07/12</b>
	Partner	\$147.05	\$147.05
	Audit Manager	\$112.74	\$112.74
	Senior Auditor	\$93.13	\$93.13
	Staff Auditor	\$73.53	\$73.53
	Support Auditor	\$44.11	\$44.11

The following pricing shall apply under SIN 520-8 Complementary Financial Management Services

2.	<b>Labor Category</b>	<b>12/07/11</b>	<b>12/07/12</b>
	Partner	\$147.05	\$147.05
	Audit Manager	\$112.74	\$112.74
	Senior Auditor	\$93.13	\$93.13
	Staff Auditor	\$73.53	\$73.53
	Support Auditor	\$44.11	\$44.11

The following pricing shall apply under SIN 520-9 Recovery Audits

3.	<b>Labor Category</b>	<b>12/07/11</b>	<b>12/07/12</b>
	Partner	\$147.05	\$147.05
	Audit Manager	\$112.74	\$112.74
	Senior Auditor	\$93.13	\$93.13
	Staff Auditor	\$73.53	\$73.53
	Support Auditor	\$44.11	\$44.11

The following pricing shall apply under SIN 520-11 Accounting

4.	<b>Labor Category</b>	<b>12/07/11</b>	<b>12/07/12</b>
	Partner	\$147.05	\$147.05
	Accounting Manager	\$102.93	\$102.93
	Accounting Supervisor	\$83.33	\$83.33
	Staff Accountant	\$68.42	\$68.42
	Support Staff	\$44.11	\$44.11

- 1b.** Prices shown herein are net (discount deducted) (continued).

The following pricing shall apply under SIN 520-12 Budgeting

5.	<b>Labor Category</b>	<b>12/07/11</b>	<b>12/07/12</b>
	Partner	\$147.05	\$147.05
	Accounting Manager	\$102.93	\$102.93
	Accounting Supervisor	\$83.33	\$83.33
	Staff Accountant	\$68.42	\$68.42
	Support Staff	\$44.11	\$44.11

**Under GS23F0006Y**

The following pricing shall apply under SIN 520-10 Transportation Audits

6.	<b>Labor Category</b>	<b>12/07/11</b>	<b>12/07/12</b>
	Partner	\$147.05	\$147.05
	Audit Manager	\$112.74	\$112.74
	Senior Auditor	\$93.13	\$93.13
	Staff Auditor	\$73.53	\$73.53
	Support Auditor	\$44.11	\$44.11

- 1c.** Labor Category Descriptions – See Page 6
- 2.** Maximum Order \$1,000,000
- 3.** Minimum Order \$500
- 4.** Geographic Coverage (delivery) Domestic
- 5.** Point of Production – Detroit MI
- 6.** Discount from List Prices: Prices herein are net (discount deducted)
- 7.** Quantity Discounts: None
- 8.** Prompt Payment Terms: Net 30
- 9a** Government Purchase Card Accepted below micro purchase threshold
- 9b** Government Purchase Card Not accepted above micro purchase threshold

- 10.** Foreign Items: N/A
- 11a.** Time of Delivery: Per Task Order - Varies per engagement
- 11b.** Expedited Delivery: Items available for expedited delivery are noted in this price list.
- 11c.** Overnight and Two-Day Delivery: N/A
- 11d.** Urgent Requirements: Urgent Requirements clause (contract clause I-FSS-14-B)  
Agencies can contact the Contractor's administration to obtain faster delivery.
- 12.** F.O.B. Points: Destination
- 13a.** Ordering Address: Alan C. Young & Associates, P.C.  
7310 Woodward Ave. Suite 740  
Detroit, MI 48202  
Attn: Alan C. Young  
(313) 873-7500 ext 108  
[ayoung@alancyoung.com](mailto:ayoung@alancyoung.com)
- 13b.** Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 14.** Payment Address: Alan C. Young & Associates, P.C.  
7310 Woodward Ave. Suite 740  
Detroit, MI 48202  
Attn: Alan C. Young
- 15.** Warrant Provision: N/A
- 16.** Export packing charges: N/A
- 17.** Terms and Conditions of Government Purchase Card Accepted Above Micropurchase Threshold: see 9b.
- 18.** Terms and Conditions of Rental, Maintenance, and Repair: N/A
- 19.** Terms and Conditions of Installation: N/A
- 20a.** Terms and Conditions of Repair Parts: N/A
- 20b.** Terms and Conditions of Other Services: N/A

- 21.** List of service and distribution points: N/A
- 22.** List of participating dealers: N/A
- 23.** Preventative maintenance: N/A
- 24a.** Special attributes such as Environmental Attributes: None
- 24b.** Section 508 Compliance Information: N/A
- 25.** Data Universal Number System (DUNS) Number: 119274132
- 26.** Central Contractor Registration (CCR) Notification database: Registered

## Labor Categories

Labor Category	EDUCATION / CERTIFICATION LEVEL	YEARS OF EXPERIENCE	Area of Specialization	CPE	Responsibilities
Partner	Bachelors Degree in Accounting or Finance, CPA License - Licensed in Michigan	10-15 Years	Audit, accounting financial services or management advisory services	In accordance with Yellow Book standards	A CPA that provides overall direction and supervision to all organizational department units involved in the product and/or service delivery to customers. Liaison with direct project, government agencies and/or client management. Reviews and signs final report.
Audit Manager	Bachelors Degree in Accounting or Finance, CPA License - Licensed in Michigan	05-10+ Years	Audit, accounting financial services or management advisory services	In accordance with Yellow Book standards	(CPA or required experience level) primarily responsible for client relationships within their area of expertise and for clients assigned to them. Managers direct the work of staff, seniors and supervisors assigned to their client engagements.
Senior Auditor	Bachelors Degree in Accounting or Finance, CPA License - Licensed in Michigan	05-10 Years	Audit, accounting financial services	In accordance with Yellow Book standards	Direct Supervision based on project, audit team, including direct interface with client. Proficient knowledge of GAAP, GAAS & federal guidelines or other relevant to the engagement. Observes certain processes or procedures being performed. Prepare audit reports based on findings and observations
Staff Auditor	Bachelors Degree in Accounting or Finance	05-10 Years	Audit, accounting financial services	In accordance with Yellow Book standards	Works as part of the team to perform tasks as assigned under supervision of senior or manager. Applies generally accepted accounting principles (GAAP) to examine financial and accounting records, other documents.
Support Auditor	Degree or Certificate in word processing	01-05 Years	Word processing		Works as part of the team to perform administrative and wordprocessing responsibilities of project.
Accounting Manager	Bachelors Degree	05-10+ Years	Accounting, financial services or management advisory services	In accordance with GAAP	Individual (CPA or required experience level) whose client responsibilities are second only to those of the Partners is primarily responsible for client relationships within their area of expertise and for clients assigned to them. Managers direct the work of staff, seniors and supervisors assigned to their client engagements
Accounting Supervisor	Bachelors Degree	03-08 Years	Accounting, financial services	In accordance with GAAP	Direct Supervision based on project team, including direct interface with client. Applies generally accepted accounting principles (GAAP) to examine financial and accounting records & other documents. Proficient knowledge of GAAP & federal guidelines or other relevant to
Staff Accountant	Bachelors Degree	01-05 Years	Accounting and/or financial services	In accordance with GAAP	Works as part of the team to perform tasks as assigned under supervision of senior or manager. Applies generally accepted accounting principles (GAAP) to examine financial and accounting
Support Staff	Degree or Certificate in word processing	01-05 Years	Word Processing		Works as part of the team to perform administrative and wordprocessing responsibilities of project.

## ***Introduction/Overview***

**Alan C. Young & Associates, P. C. (ACY)** is a 100% minority owned and City of Detroit based firm of independent certified public accountants in Michigan and is properly licensed for practice as certified public accountants. We are one of Michigan's largest minority-owned and trusted accounting, taxation, management consulting, business process outsourcing and auditing firms. The firm was founded in 1983 on the premise of providing high quality services to all of its clients. We have over 25 years of corporate experience in the services we offer to GSA. The firm has highly qualified professional personnel. We have employed an average of thirty-five (35) full-time staff members during the past three (3) years. Directors and staff consist of professionals who possess competence in accounting, auditing, taxation, management consulting, information technology and many other areas of the professional service field. Our personnel have gained extensive auditing, consulting and accounting experience through prior employment with government agencies and auditing organizations as well as performing under our numerous contracts with federal and state governments

**Alan C. Young & Associates, P.C. specializes in non-profit and governmental auditing, financial reporting and consulting services.**

The founder and CEO, Mr. Alan C. Young, who was appointed to two terms on the State Board of Accountancy (appointed by the Governor), and was recently elected to the Board of Directors of the MACPA, leads the firm as we aspire to operate with the highest integrity and a commitment and reputation for serving the community.

We have received recognition by the State of Michigan, the County of Wayne and the Detroit City Council for exceptional achievement, outstanding leadership and dedication to improving the quality of life for citizens in the State of Michigan.

## ***Our Services***

Our strategic focus is to provide the highest quality services and cost-effective solutions to our clients in the following areas:

**Auditing Services –(Financial & Performance 520.7, Complementary Audit Services 520.8, Recovery Audit 520.9, Transportation Audits 520.10)** During the last twenty five (25) years, ACY has successfully completed hundreds of audits, including federal, state and local government financial statements, financial and compliance (direct and indirect cost) internal controls, performance, and agreed-upon procedure reviews. The auditees consist of for-profit and not for profit organizations, federal, state and local government agencies and healthcare providers.

Our auditing team provides services to a variety of clients. Our professional staff has assisted a full range of clients in the following areas:

- Non-Profit and Other Charitable Organizations
- For Profit Corporations
- Churches and Other Religious Organizations
- Compliance Audits
- Tax Exempt Foundations
- Health & Human Services
- School Districts
- Municipalities

***Accounting (520.11)***

Our accounting services include bank reconciliation's, journalizing transactions to produce a general ledger and a full set of financial statements including Statement of Changes in Cash Flows as well as footnotes and resulting tax filings. Our focused services are Bank & Other Reconciliations, Cash Management, Financial & Statutory Reporting, General & Technical Accounting and Data Processing Services. We provide these services monthly, quarterly, semi-annually and annually as your need dictates.

***Tax***

Tax services include preparation of personal income tax returns, Single Business Taxes, trust, Professional Corporations, estate, gift, non-profit corporations, Subchapter S corporations, Limited Liability Companies and we do considerable tax planning in all these areas.

***Budgeting (520.12)***

Budgeting entails the facilitation and participation in the client's budgeting process. Included in these engagements are typically the explanation of the budgeting process to the client, organization of the budget requirements for their areas of responsibility, developing a model to reflect the budgeted information, and reviewing of the final budget.

***Forecast & Projections***

This service entails the facilitation and participation in the development of the client's forecast and projections often used for obtaining financing, and making buy/sell decisions, etc... Included in these engagements is the identification of the purpose of the forecast or projection, establishing the assumptions into a financial model to forecast and project the results and developing a formal report according to established guidelines.